



**HISTORIC
FRANKLIN
TENNESSEE**

Policy Letter for City of Franklin Plumbing and Mechanical Licensing Requirements

Plumbing Licensing Requirements

Plumbing permits are required as set forth in the International Plumbing Code 2003 (with 2004 Supplements) in Section 106 for Non-Residential construction projects and as set forth in the International Residential Code 2003 (with 2004 Supplements) in Section R105 for Residential Construction projects. Gas piping permits may be obtained with a City of Franklin Plumbing License.

In order to obtain a Plumbing permit, the permit applicant must have a current, valid City of Franklin Plumbing License. A homeowner may sign a Homeowner Permit Affidavit to obtain a Plumbing permit for work done by the homeowner (not by a subcontractor) on their primary residence.

In order to obtain a City of Franklin Plumbing License, a contractor must meet the Reciprocity and Testing and Insurance requirements outlined below.

Mechanical Licensing Requirements

Mechanical permits are required as set forth in the International Mechanical Code 2003 and the International Fuel Gas Code 2003 (with 2004 Supplements) in Section 106 for Non-Residential construction projects and as set forth in the International Residential Code 2003 (with 2004 Supplements) in Section R105 for Residential Construction projects. Gas piping permits may be obtained with a City of Franklin Mechanical license.

In order to obtain a Mechanical permit, the permit applicant must have a current, valid City of Franklin Mechanical License.

In order to obtain a City of Franklin Mechanical License, a contractor must meet the Reciprocity and Testing and Insurance requirements outlined below.

Reciprocity and Testing Requirements

License applicants will qualify for a City of Franklin Plumbing or Mechanical License if they meet **ONE** of the following options:

Option 1. Valid and current **State of Tennessee Master Mechanical/Master Plumber** license*.

Option 2. Valid and current **Metro Nashville Mechanical or Plumbing** license.

Option 3. Successful testing from an accredited testing agency within the last 3 years. Valid testing agencies are determined by the Building/Plumbing Official.

Insurance Requirements

Applicants must present a certificate of insurance as required by State Law for contractors in their particular trade. The insurance must be maintained during the period of the license.

Reinstatement and Renewal of Licenses

Licenses are issued for the calendar year starting January 1 and remain current until December 31 of that year. An annual license fee is required to be paid at the time of license application as set forth in Title 22 of the Franklin Municipal Code. Licenses obtained under Options 1 and 2 remain valid only as long as the State or Metro licenses are current and valid.

Licenses given by successful testing from an accredited testing agency (Option 3) may be renewed without retaking the test as long as the license is continuously maintained from the preceding year and renewed by February 15 of the calendar year applied for. If the license is allowed to lapse (not renewed by February 15) or is revoked, then proof of successful testing (the most current test must be taken within 6 months of the date of re-application, and after the date of revocation for cause) from an accredited testing agency is required if Option 3 is used for licensing.

Revocation of Licenses

Licenses may be revoked for the calendar year on recommendation of the Building/Plumbing Official and review by the Director of Building and Neighborhood Services. Causes for revocation may include, but are not limited to consistent and numerous corrections from inspections, conducting work without obtaining permits, allowing other companies or individuals to fraudulently obtain a permit by using their license, failure to maintain insurance, or failure to maintain State or Metro Licenses if licenses obtained using Option 1 or 2, or consistent work of inferior quality. Licenses may be reinstated during the same calendar year by successful examination of the most current test as in Option 3 and successful appeal to the Building Standard Boards of Appeal. Otherwise, reinstatement requirements are the same as for a new license the following calendar year.

Thomas R. Marsh
**Interim Building and Neighborhood
Services Director**